

# BIDDING PROCEDURES

- Projects over \$25,000

## ADVERTISEMENT

Every project estimated to cost over \$25,000 must be Advertised.

*Sample Advertisements for projects falling into various dollar thresholds can be found on our [Front End](#) web page*

### LEGAL REQUIREMENTS

M.G.L. c.149 §44J

#### ☐ ADVERTISEMENT MUST BE PUBLISHED

ONCE - Two Weeks Before Bid Opening in;

- ☐ CENTRAL REGISTER

Use CENTRAL REGISTER On-line process;

[CENTRAL REGISTER ONLINE](#)

- ☐ NEWSPAPER of General Circulation in Area of Project;

#### ☐ ADVERTISEMENT MUST BE POSTED

- ☐ In a Conspicuous Place on Awarding Authorities Premises;

#### ☐ ADVERTISEMENT MUST INCLUDE:

- ☐ Description of Project;
- ☐ Estimated Cost of Construction; \* c.149 Work Only
- ☐ Category of DCAM Certification; \* c.149 Work over \$100,000 only  
List which Category under additional Information on Central Register Notice
- ☐ Filed Sub Trades (If Any Required); \* c.149 Work Only
- ☐ Prevailing Wage Language;
- ☐ Where & When Plans & Specs are Available;
- ☐ Where & When to Submit Bids;
- ☐ Other Pertinent Information, such as :
  - MBE/WBE Information
  - Availability of Site for Inspection
  - Pre-Bid Conference

#### ☐ ALSO RECOMMEND SENDING TO:

- ☐ Bidding Periodicals;
  - [Dodge Bulletin](#) (781) 430-2011
  - [Reed Construction Data](#) (800) 323-8282
  - [CDCNews.Com](#)
  - [Projectdog](#) 978 499-9014